Retiree Drug Subsidy (RDS) Program



Reporting Cost and Requesting Payment Webinar









Cost Reporter & Payment Requester Relationship





Webinar Reporting Cost Objectives

- Recognize when costs may be reported
- Describe who can report costs
- Report estimated premium costs using data entry
- Report gross eligible costs using data entry
- Submit costs entered via data entry
- Report adjusted costs
- View cost reports
- Identify impact on Payment Setup



Webinar Requesting Payment Objectives

- Describe who can request payment
- Recognize when payments may be requested
- View cost reports
- Request a payment
- Discuss what happens after a payment is requested
- View the various payment statuses



Reporting Cost



Recognize when costs may be reported

- Application must have been submitted and approved.
- Payment Setup must be complete for the application.
- The payment frequency associated with the application must be monthly, quarterly, or interim annual.
- The Plan Sponsor has not already submitted the maximum number of payment requests for the application.



Recognize when costs may be reported

- All costs must be submitted within 15 months after the end of the plan year. Cost report(s) are required prior to the submission of a new interim payment request.
- There is no limit to the number of cost reports that may be supplied by a Cost Reporter. This flexibility is granted in order to ensure Plan Sponsors can always accurately report costs.



Describe who can report costs

Data Entry - Account Managers, Plan Sponsor
Designees and Vendor Designees may enter
costs using data entry method for those benefit
options that they have been assigned the Cost
Reporting privilege. Authorized
Representatives cannot submit costs since the
Authorized Representative is always a Payment
Requestor for the application.

Mainframe - Anyone who has contacted the RDS Center and followed the appropriate instructions to report costs using mainframe.



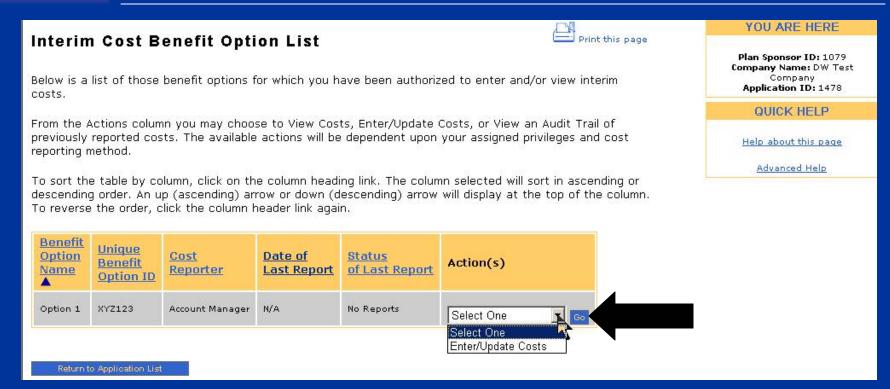
Log into the RDS Secure Web Site.

From the *Plan Sponsor List with Application Summary* page, select the **Plan Sponsor ID** for which you want to report costs.

Application Number	Plan Name	Application Status	Plan Start and End Dates	Payment Setup Status	Total Paid To Date	Number of Payment Requests	Actions
<u>1478</u>	DW Test App 1	Approved	January 01, 2006 - December 31, 2006	Complete	\$0.00	0	Interim Costs 🔽 🕫
<u>.480</u>	DW Test App 2	Approved	January 01, 2006 - December 31, 2006	Payment Setup	\$0.00	0	Select One
L <u>482</u>	DW Test App 3	Approved	January 01, 2006 - December 31, 2006	Payment Setup	\$0.00	0	Select One
1484	DW Test App 4	Approved	January 01, 2006 - December 31, 2006	Payment Setup	\$0.00	0	Select One

From the *Application List* page, select **Interim Costs** from the **Actions** dropdown, and click **Go**.

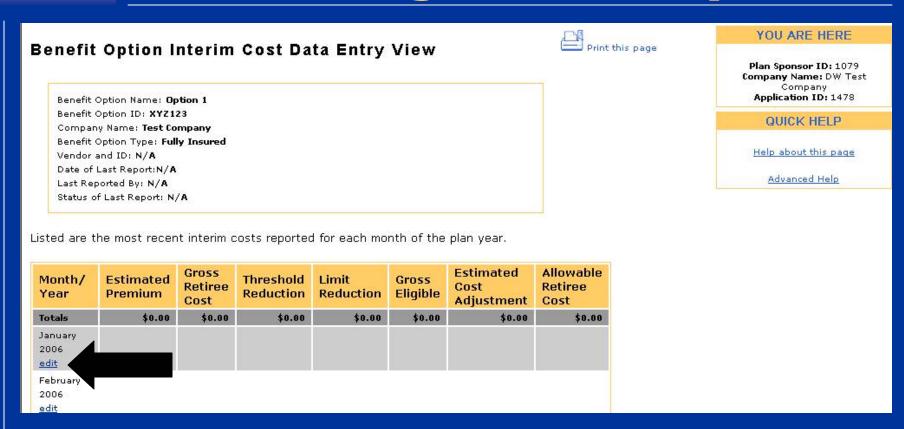




On the *Interim Cost Benefit Option List* page, find the appropriate **Benefit Option** for which you would like to enter cost.

From the **Action(s)** dropdown list, select the **Enter/Update Costs** option and click **Go**.





Find the Month/Year that you would like to enter costs for and click the **edit** link.



		Print this page	YOU ARE HERE
Benefit Option Int	erim Cost Data Entry Edit	Print this page	Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1478
Benefit Option ID: XYZ123 Company Name: Test Comp	any		QUICK HELP
Benefit Option Type: Fully I			Help about this page
Please enter your aggregate	d costs for the month/year listed.		Advanced Help
If reporting Estimated Premiu Reduction.	m Costs, do not enter the Gross Retiree Costs, Thresho	old Reduction or Limit	
Click "Save" to save your en	tries and return to the Benefit Option Interim Cost Data	a Entry View.	
Click "Cancel" to disregard y	our entries and return to the Benefit Option Interim Cos	t Data Entry View.	
Month/Year: January 2006			
Date of Last Report: Jun 27	, 2006		
Last Reported By: Joe Ordu	na		
Gross Retiree Cost	0.00		
Threshold Reduction	0.00		
Limit Reduction	0.00		
OR			
Estimated Premium Cost	0.00		
AND			
Estimated Cost Adjustment	0.00		



Renefit Ontion Interim Cost Data Entry Edit	YOU ARE HERE
Benefit Option Name: Option 1	Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1478
Benefit Option ID: XYZ123 Company Name: Test Company	QUICK HELP
Benefit Option Type: Fully Insured	Help about this page
Please enter your aggregated costs for the month/year listed.	Advanced Help
If reporting Estimated Premium Costs, do not enter the Gross Retiree Costs, Threshold Reduction or Limit Reduction.	
Click "Save" to save your entries and return to the Benefit Option Interim Cost Data Entry View.	
Click "Cancel" to disregard your entries and return to the Benefit Option Interim Cost Data Entry View.	
Month/Year: January 2006	
Gross Retiree Cost 0.00	
Threshold Reduction 0.00	
Limit Reduction 0.00	
OR	
Estimated Premium Cost 600.00	
AND	
Estimated Cost Adjustment 18.00	
proved OMB number 0938-0977	
Save Cancel	



Benefit Option Interim Cost Data Entry View

Print this page

Plan Sponsor ID: 1079
Company Name: DW Test

Application ID: 1478

QUICK HELP

YOU ARE HERE

Help about this page

Advanced Help

Benefit Option Name: Option 1
Benefit Option ID: XYZ123
Company Name: Test Company
Benefit Option Type: Fully Insured
Vendor and ID: N/A

Date of Last Report: June 27, 2006 Last Reported By: Joe Orduna Status of Last Report: Saved

Listed are the most recent interim costs reported for each month of the plan year.

Note: The list contains cost figures that have been saved by a Cost Reporter on the RDS Secure Website but not yet submitted. Only submitted costs are eliqible for inclusion in a payment request.

Click the "Edit" link to enter or modify costs for particular month/year.

When finished entering or modifying costs, click the "Submit" button to submit your costs to the RDS Center for inclusion in a payment request.

Click the "Return to Benefit Option List" button to return to the Interim Cost Benefit Option List. If you have entered or modified costs, you must return to "Submit" the costs report to the RDS Center.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.00	\$582.00
January 2006 <u>edit</u> (UPDATED)	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.00	\$582.00
February 2006 <u>edit</u>							



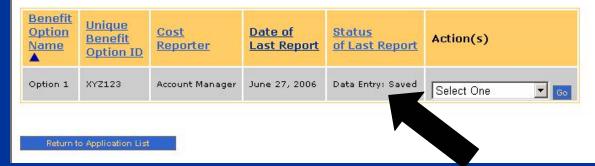
Interim Cost Benefit Option List



Below is a list of those benefit options for which you have been authorized to enter and/or view interim costs.

From the Actions column you may choose to View Costs, Enter/Update Costs, or View an Audit Trail of previously reported costs. The available actions will be dependent upon your assigned privileges and cost reporting method.

To sort the table by column, click on the column heading link. The column selected will sort in ascending or descending order. An up (ascending) arrow or down (descending) arrow will display at the top of the column. To reverse the order, click the column header link again.



YOU ARE HERE

Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1478

QUICK HELP

Help about this page

Advanced Help



Report gross eligible costs using data entry

Barasia Ontina Intarior Cast Bata Futur Edit	Print this page	YOU ARE HERE
Benefit Option Interim Cost Data Entry Edit Benefit Option Name: Option 1	Print uns page	Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1482
Benefit Option ID: XYZ1235S Company Name: Test Company		QUICK HELP
Benefit Option Type: Self Funded		Help about this page
Please enter your aggregated costs for the month/year listed.		Advanced Help
If reporting Estimated Premium Costs, do not enter the Gross Retiree Costs, Threshold Reduction.	Reduction or Limit	
Click "Save" to save your entries and return to the Benefit Option Interim Cost Data E	ntry View.	
Click "Cancel" to disregard your entries and return to the Benefit Option Interim Cost D	ata Entry View.	
Month/Year: January 2006		
Gross Retiree Cost 670.33		
Threshold Reduction 620.10		
Limit Reduction 0.00		
OR		
Estimated Premium Cost N/A		
AND		
Estimated Cost Adjustment 1.51		
Approved	OMB number 0938-0977	
Save Cancel		



Report gross eligible costs using data entry

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	\$0.00	\$13,800.33	\$749.40	\$530.23	\$12,520.70	\$377.10	\$12,143.60
January 2006 <u>edit</u> (UPDATED)	N/A	\$670.33	\$620.10	\$0.00	\$50.23	\$1,51	\$48.72
February 2006 edit (UPDATED)	N/A	\$4,630.00	\$129,30	\$0.00	\$4,500.70	\$135.00	\$4,365.70
March 2006 edit (UPDATED)	N/A	\$8,500.00	\$0.00	\$530.23	\$7,969.77	\$240.59	\$7,729.18
April 2006 <u>edit</u>							
May 2006 <u>edit</u>							
June 2006 <u>edit</u>							
July 2006							
August 2006							
September 2006							
October 2006							
November 2006							
December 2006							





Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	\$0.00	\$13,800.33	\$749.40	\$530.23	\$12,520.70	\$377.10	\$12,143.60
January 2006 <u>edit</u> (UPDATED)	N/A	\$670.33	\$620.10	\$0.00	\$50.23	\$1.51	\$48.72
February 2006 <u>edit</u> (UPDATED)	N/A	\$4,630.00	\$129.30	\$0.00	\$4,500.70	\$135.00	\$4,365.70
March 2006 <u>edit</u> (UPDATED)	N/A	\$8,500.00	\$0.00	\$530.23	\$7,969.77	\$240.59	\$7,729.18
April 2006 <u>edit</u>							
May 2006 <u>edit</u>							
June 2006 <u>edit</u>							
July 2006							
August 2006							
September 2006							
October 2006							
November 2006							
December 2006							



Benefit Option Interim Cost Data Entry Verification

Print this page

Benefit Option Name: Option 1 Benefit Option ID: XYZ1235\$ Company Name: Test Company Benefit Option Type: Self Funded

Vendor and ID: N/A

Date of Submission: June 27, 2006

Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1482

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QUICK HELP

Help about this page

Advanced Help

Please review your cost report.

Click the "Confirm" button to submit your costs to the RDS Center for inclusion in a payment request.

Click the "Cancel" button to return to the Benefit Option Interim Cost Data Entry Page.

Warning: A Threshold Reduction has been reported as \$0.00. Please verify the threshold reduction amount and revise if necessary. If no changes are necessary, please ignore. This is only a warning.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	\$0.00	\$13,800.33	\$749.40	\$530.23	\$12,520.70	\$377.10	\$12,143.60
January 2006 (UPDATED)	N/A	\$670.33	\$620.10	\$0.00	\$50.23	\$1.51	\$48.72
February 2006 (UPDATED)	N/A	\$4,630.00	\$129.30	\$0.00	\$4,500.70	\$135.00	\$4,365.70
March 2006 (UPDATED)	N/A	\$8,500.00	\$0.00	\$530.23	\$7,969.77	\$240.59	\$7,729.18

Click Confirm button.



Benefit Option Interim Cost Data Entry Confirmation



YOU ARE HERE

Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1482

QUICK HELP

Help about this page

Advanced Help

Benefit Option Name: Option 1 Benefit Option ID: XYZ1235\$ Company Name: Test Company Benefit Option Type: Self Funded

Vendor and ID: N/A

Date of Submission: June 27, 2006

You have successfully submitted interim costs to the RDS Center. These interim costs are now eligible for inclusion in the next payment request.

Click Continue.



Interim Cost Benefit Option List



Below is a list of those benefit options for which you have been authorized to enter and/or view interim costs.

From the Actions column you may choose to View Costs, Enter/Update Costs, or View an Audit Trail of previously reported costs. The available actions will be dependent upon your assigned privileges and cost reporting method.

To sort the table by column, click on the column heading link. The column selected will sort in ascending or descending order. An up (ascending) arrow or down (descending) arrow will display at the top of the column. To reverse the order, click the column header link again.

Benefit Option Name	Unique Benefit Option ID	<u>Cost</u> <u>Reporter</u>	<u>Date of</u> <u>Last Report</u>	Status of Last Report	Action(s)
Option 1	XYZ12358	Account Manager	June 27, 2006	Data Entry: Submitted via Data Entry	Select One

Return to Application List

YOU ARE HERE

Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1482

QUICK HELP

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Identify impact to Payment Setup

- The following actions will be prevented in Payment Setup once the Cost Reporter has submitted a cost report.
 - Once a Cost Reporter submits costs under any Benefit Option on an application, the Cost Reporter cannot change their privilege to request payment. The Cost Reporter is locked into the Cost Reporter role for the life of that application.





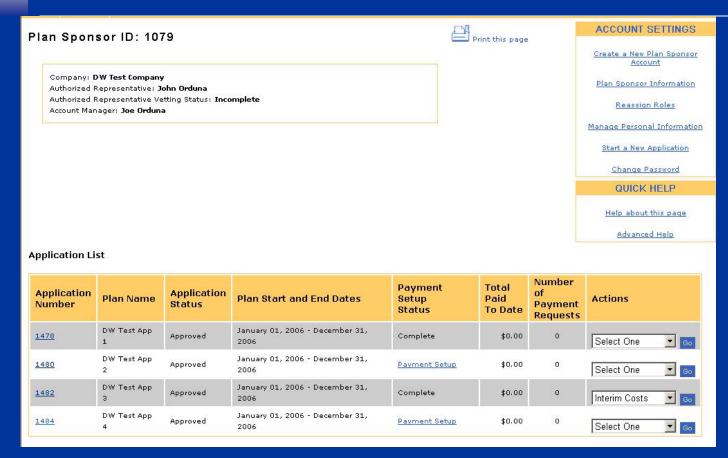
Cost Reporters are required to resupply the total costs aggregated for a month when reporting cost adjustments by replacing previously reported costs and resubmitting the cost report in the RDS Secure Web Site, or via mainframe.



For example:

- June you submitted costs that resulted in a cost report of \$1,000 for March, and included that \$1,000 in the payment request.
- July you report adjusted costs for March that resulted in a cost report of \$800 (\$200 less than previously reported), and you submitted new costs that resulted in a cost report of \$1,500 for April.
- Payment request would be \$1,300. (The \$200 difference from March would be

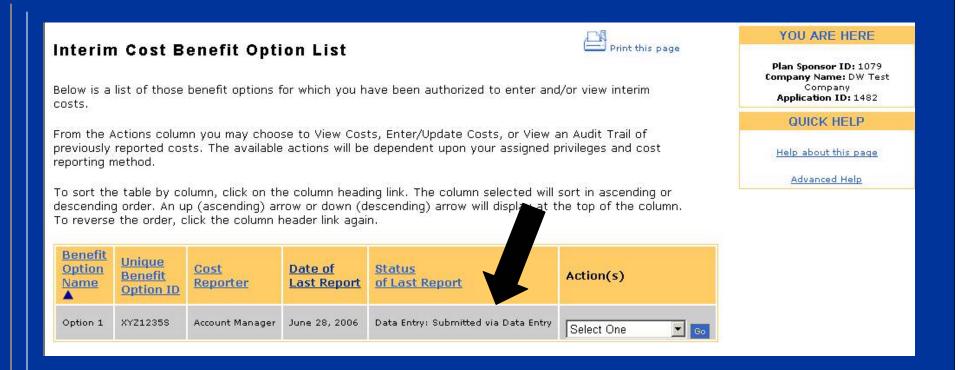




From the *Application List* page, find the appropriate Application Number.

Select the **Interim Costs** option in the **Actions** dropdown list. Click **Go**.





Find the appropriate **Benefit Option** for which you would like to adjust cost. From the Action(s) dropdown list, select the **Enter/Update Costs** option. Click **Go**.



Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	\$0.00	\$13,800.33	\$749.40	\$530.23	\$12,520.70	\$377.10	\$12,143.60
January 2006 <u>edit</u> (UPDATED)	N/A	\$670.33	\$620.10	\$0.00	\$50.23	\$1,51	\$48.72
February 2006 <u>edit</u> (UPDATED)	N/A	\$4,630.00	\$129.30	\$0.00	\$4,500.70	\$135,00	\$4,365.70
March 2006 edit (UPDATED)	N/A	\$8,500.00	\$0.00	\$530.23	\$7,969.77	\$240.59	\$7,729.18

Find the Month/Year that you would like to *adjust* costs and click the edit link.



	二 科	YOU ARE HERE
Benefit Option Interim Cost Data Entry Edit	Print this page	Plan Sponsor ID: 1079 Company Name: DW Test Company
Benefit Option Name: Option 1		Application ID: 1482
Benefit Option ID: XYZ1235\$		QUICK HELP
Company Name: Test Company Benefit Option Type: Self Funded		
		Help about this page
Please enter your aggregated costs for the month/year listed.		Advanced Help
If reporting Estimated Premium Costs, do not enter the Gross Retiree Costs, Th Reduction.	nreshold Reduction or Limit	
Click "Save" to save your entries and return to the Benefit Option Interim Cost	: Data Entry View.	
Click "Cancel" to disregard your entries and return to the Benefit Option Interir	n Cost Data Entry View.	
Month/Year: February 2006		
Date of Last Report: Jun 27, 2006		
Last Reported By: Joe Orduna		
Gross Retiree Cost 4555.00		
Threshold Reduction 79.30		
Limit Reduction 0.00		
OR		
Estimated Premium Cost N/A		
AND		
Estimated Cost 134.27 Adjustment		
Ap	proved OMB number 0938-0977	
Save Cancel		



Benefit Option Interim Cost Data Entry View

Print this page

Plan Sponsor ID: 1079
Company Name: DW Test
Company
Application ID: 1482

QUICK HELP

Help about this page

Advanced Help

Benefit Option ID: XYZ1235S
Company Name: Test Company
Benefit Option Type: Self Funded
Vendor and ID: N/A
Date of Last Report:June 27, 2006
Last Reported By: Joe Orduna
Status of Last Report: Saved

Benefit Option Name: Option 1

Listed are the most recent interim costs reported for each month of the plan year.

Note: The list contains cost figures that have been saved by a Cost Reporter on the RDS Secure Website but not yet submitted. Only submitted costs are eligible for inclusion in a payment request.

Click the "Edit" link to enter or modify costs for particular month/year.

When finished entering or modifying costs, click the "Submit" button to submit your costs to the RDS Center for inclusion in a payment request.

Click the "Return to Benefit Option List" button to return to the Interim Cost Benefit Option List. If you have entered or modified costs, you must return to "Submit" the costs report to the RDS Center.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	\$0.00	\$13,725.33	\$749.40	\$530.23	\$12,445.70	\$373.37	\$12,072.33
January 2006 <u>edit</u>	N/A	\$670.33	\$620.10	\$0.00	\$50.23	\$1.51	\$48.72
February 2006 edit (UPDATED)	N/A	\$4,555.00	\$79.30	\$0.00	\$4,475.70	\$134.27	\$4,341.43
March 2006 edit	N/A	\$8,500.00	\$50.00	\$530.23	\$7,919.77	\$237.59	\$7,682.18





Re-aggregate the cost data for the month being adjusted and, any other month after that month affected by the revised retiree cost data, as threshold reduction and limit reductions for individual retirees may have affected the amounts reported in subsequent months.



View Cost Reports



View cost reports

Mainframe

- Error-free displays on the RDS Secure Web Site 24 48 hours. Automatically submitted.
- Critical errors that prevented processing, a RDS Electronic Data Interchange (EDI) Representative will call the submitter to discuss the errors. There will be no record of the mainframe file submission in the RDS Secure Web Site.
- Errors in the data, but not critical, view specific information about the file and the corresponding errors on the Audit Trail page.



View cost reports

Data Entry

- Can only be saved if error-free and displays instantly on the RDS Secure Web Site. Automatically submitted.
- Two step process: Save & Submit.
- View specific information about the file on the Audit Trail page.



View cost reports

- You are able to view reported costs if at least one cost is saved using data entry or submitted via the mainframe without errors.
- The costs you will view are the *last cost figures accepted* for a given month, regardless of whether those costs are saved, submitted, and/or included in a payment request.



View cost reports

On the *Application List* page, find the appropriate **Application Number**. Select the **Interim Costs** option in the **Actions** dropdown list. Click Go.





View cost reports

Benefit Option Interim Cost Summary

Print this page

YOU ARE HERE

Plan Sponsor ID: 1077 Company Name: Regal Paper Product Application ID: 1470

QUICK HELP

Help about this page

Advanced Help

Benefit Option Name: Union Employees - Gold

Benefit Option ID: GOLDU

Company Name: **Regal Paper Product** Benefit Option Type: **Fully Insured**

Vendor and ID: United Health Care (A0021)

Date of Last Report: Jun 28, 2006

Last Reported By: N/A

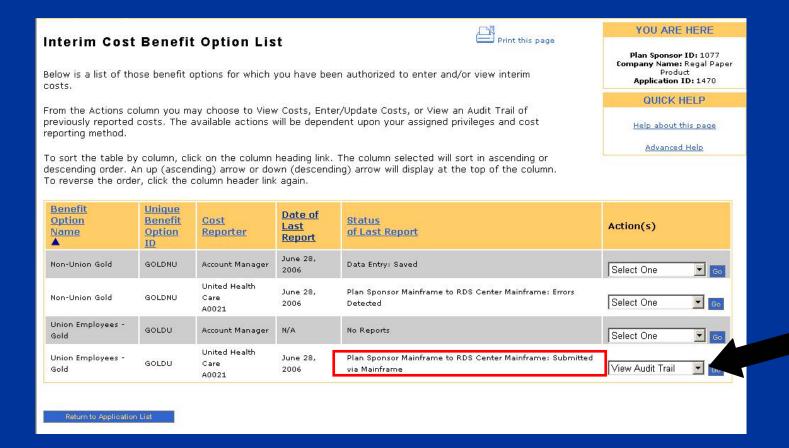
Status of Last Report: Submitted via Mainframe

Listed are the most recent interim costs reported for each month of the plan year.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	\$0.00	\$1,110,000.00	\$9,122.20	\$0.00	\$1,100,877.80	\$17,600.00	\$1,083,277.80
January 2006	\$0.00	\$130,000.00	\$900.00	\$0.00	\$129,100.00	\$900.00	\$128,200.00
February 2006	\$0.00	\$790,000.00	\$22.20	\$0.00	\$789,977.80	\$7,000.00	\$782,977.80
March 2006	\$0.00	\$95,000.00	\$5,000.00	\$0.00	\$90,000.00	\$9,000.00	\$81,000.00
April 2006	\$0.00	\$95,000.00	\$3,200.00	\$0.00	\$91,800.00	\$700.00	\$91,100.00
May 2006							

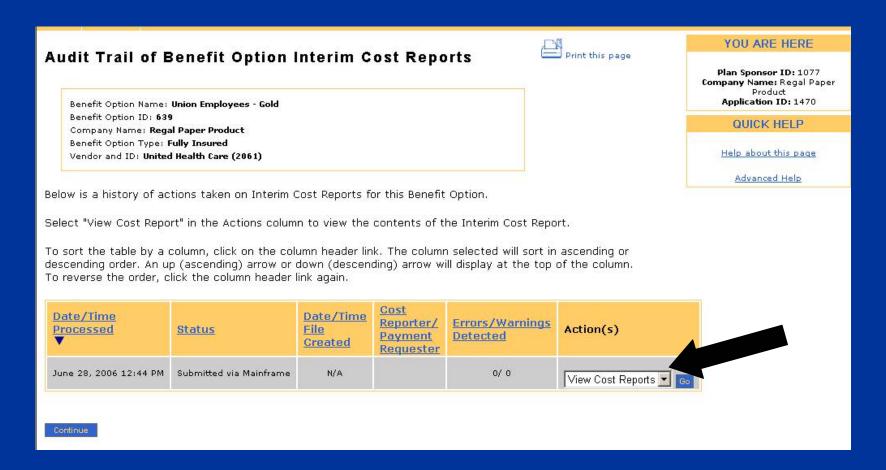


On the *Application List* page, find the appropriate **Application Number**. Select the **Interim Costs** option in the **Actions** dropdown list. Click Go.





From the Action(s) dropdown, click View Cost Reports.





Benefit Option Interim Cost Report

Benefit Option Name: Union Employees - Gold

Benefit Option ID: 639

Company Name: Regal Paper Product Benefit Option Type: Fully Insured

Vendor and ID: N/A

Date/Time Processed: June 28, 2006 12:44PM

Date/Time File Created:

Status: Submitted via Mainframe

Record Errors: None



Warnings: None

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Estimated Cost Adjustment
January 2006	\$0.00	\$130,000.00	\$900.00	\$0.00	\$900.00
February 2006	\$0.00	\$790,000.00	\$22.20	\$0.00	\$7,000.00
March 2006	\$0.00	\$95,000.00	\$5,000.00	\$0.00	\$9,000.00
April 2006	\$0.00	\$95,000.00	\$3,200.00	\$0.00	\$700.00



YOU ARE HERE

Plan Sponsor ID: 1077 Company Name: Regal Paper Product Application ID: 1470

QUICK HELP

Help about this page

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Estimated Cost Adjustment
January 2006	\$0.00	\$130,000.00	\$900.00	\$0.00	\$900.00
February 2006	\$0.00	\$790,000.00	\$22.20	\$0.00	\$7,000.00
March 2006	\$0.00	\$95,000.00	\$5,000.00	\$0.00	\$9,000.00
April 2006	\$0.00	\$95,000.00	\$3,200.00	\$0.00	\$700.00



On the *Application List* page, find the appropriate **Application Number**. Select the **Interim Costs** option in the **Actions** dropdown list. Click **Go**.

Interim Cost Benefit Option List

Print this page

Below is a list of those benefit options for which you have been authorized to enter and/or view interim costs.

From the Actions column you may choose to View Costs, Enter/Update Costs, or View an Audit Trail of previously reported costs. The available actions will be dependent upon your assigned privileges and cost reporting method.

To sort the table by column, click on the column heading link. The column selected will sort in ascending or descending order. An up (ascending) arrow or down (descending) arrow will display at the top of the column. To reverse the order, click the column header link again.

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Plan Sponsor ID: 1077 Company Name: Regal Paper Product Application ID: 1470

QUICK HELP

Help about this page

Benefit Option Name	Unique Benefit Option ID	Cost Reporter	Date of Last Report	Status of Last Report	Action(s)	
Non-Union Gold	GOLDNU	Account Manager	June 28, 2006	Data Entry: Saved	Select One	Go
Non-Union Gold	GOLDNU	United Health Care A0021	June 28, 2006	Plan Sponsor Mainframe to RDS Center Mainframe: Error Detected	View Audit Trail	
Union Employees - Gold	GOLDU	Account Manager	N/A	No Reports	Select One	▼ Go
Union Employees - Gold	GOLDU	United Health Care A0021	June 28, 2006	Plan Sponsor Mainframe to RDS Center Mainframe: Submitted via Mainframe	Select One	Go



Audit Trail of Benefit Option Interim Cost Reports

Print this page

Benefit Option Name: Non-Union Gold

Benefit Option ID: 640

Company Name: **Regal Paper Product** Benefit Option Type: **Self Funded**

Vendor and ID: United Health Care (2061)

Below is a history of actions taken on Interim Cost Reports for this Benefit Option.

Select "View Cost Report" in the Actions column to view the contents of the Interim Cost Report.

To sort the table by a column, click on the column header link. The column selected will sort in ascending or descending order. An up (ascending) arrow or down (descending) arrow will display at the top of the column. To reverse the order, click the column header link again.

Date/Time Processed	<u>Status</u>	Date/Time File Created	Cost Reporter/ Payment Requester	Errors/Warnings Detected	Action(s)
June 28, 2006 11:39 AM	Errors Detected	N/A		1/0	View Cost Reports ▼ 65

Continue

YOU ARE HERE

Plan Sponsor ID: 1077 Company Name: Regal Paper Product Application ID: 1470

QUICK HELP

Help about this page



Benefit Option Interim Cost Report

Benefit Option Name: Non-Union Gold

Benefit Option ID: 640

Company Name: **Regal Paper Product** Benefit Option Type: **Self Funded**

Vendor and ID: N/A

Date/Time Processed: June 28, 2006 11:39AM

Date/Time File Created: Status: **Errors Detected**

Record Errors:

Estimated premium costs provided for self-insured benefit options



Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Estimated Cost Adjustment
January 2006	\$700.00	\$130,000.00	\$900.00	\$0.00	\$900.00
February 2006	\$0.00	\$790,000.00	\$22.20	\$0.00	\$7,000.00
March 2006	\$0.00	\$9,500.00	\$5,000.00	\$0.00	\$9,000.00
April 2006	\$0.00	\$95,000.00	\$3,200.00	\$0.00	\$700.00

Continue



YOU ARE HERE

Plan Sponsor ID: 1077 Company Name: Regal Paper Product Application ID: 1470

QUICK HELP

Help about this page





Request Payment



Describe who can request payment

- Only a current Payment Requester can make a payment request.
- A Payment Requester may be an Account Manager with payment request privilege; a Designee with payment request privilege; or the Authorized Representative.
- An application may have one or more Payment Requesters simultaneously assigned to the application.
- An Account Manager with cost reporting or view only privileges may view the Build Payment Request page, however they may not build a payment request.



Recognize when payments may be requested

- Application must have a current status of either Approved or Approved Appeal.
- Application must have an interim payment frequency (monthly, quarterly, or interim annual).
- Payment Setup must be complete.
- Authorized Representative Verification (vetting) is in "Approved" status for the current Authorized Representative.
- At least one Benefit Option is eligible for inclusion in the payment request and has been included in the payment requested.



Recognize when payments may be requested

- At least 15 days have passed since the last payment approval if the payment amount was greater than zero or 30 days have occurred since the last payment request; whichever is the later.
- Maximum number of payment requests has not been met for the application.
- Not within the first 30 days of their plan year.



View cost reports as Payment Requester

Plan Sponsor ID: 1059

Company: LRH Test PS Acct

Authorized Representative: Freddy Flannery

Authorized Representative Vetting Status: Approved

Authorized Representative Vetting Status Effective Date: June 21, 2006

Account Manager: Henrietta Halderman



ACCOUNT SETTINGS

Plan Sponsor Information

Reassign Roles

Manage Personal Information

Start a New Application

Change Password

QUICK HELP

Help about this page

Advanced Help

Application List

Application Number	Plan Name	Application Status	Plan Start and End Dates	Payment Setup Status	Total Paid To Date	Number of vment	Actions
1452	APP 0621-01	Approved	January 01, 2006 - December 31, 2006	Complete	\$0.00	0	Request Payment 💌 🙃
1464	APP 0623-01	Approved	June 01, 2005 - May 31, 2006	Complete	\$0.00	0	Select One
1488	Test Plan 3	Approved	January 01, 2006 - December 31, 2006	Complete	\$0.00	0	Select One 🔻 🚳
1490	Test Plan 3	Approved	April 01, 2006 - March 31, 2007	Complete	\$0.00	0	Select One



Build Payment Request



YOU ARE HERE

Plan Sponsor ID: 1059 Company Name: LRH Test PS Acct Application ID: 1452

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Help about this page

Advanced Help

Payment Frequency: Monthly Next Payment Request: Payment can now be requested Payment Last Processed:N/A Number of Payment Requests: 0 Date of Last Request: N/A Status of Last Request: N/A Total Requested To Date: \$0.00

To build a payment request,

- . Review the interim costs reported for each Benefit Option by selecting the Review Costs Action and clicking the "Go" button.
- . Once costs are reviewed for a Benefit Option, the "Include in Request" checkbox will be become enabled if the application is eligible for payment and interim costs were submitted since subsidy was last requested for the Benefit Option.
- . Click the "Include in Request" checkbox to include a Benefit Option in the payment request.
- Click the "Continue" button to proceed with the payment request.

Benefit Options

Include In Payment Request	Review Status	Benefit Option Name	Unique Benefit Option ID	Payment Request Last Submitted	Cost Report Last Submitted	Gurrent Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Number of Reporting Sources	Actions
Г	Costs Not Reviewed	Benefit Option 1	Option 1	No Request	June 27, 2006	\$716.99	\$0.00	\$716,99	1	Review Costs Coo
п	Costs Not Reviewed	Benefit Option 2	Option 2	No Request	June 28, 2006	\$702.80	\$0,00	\$702.80	1	Select One 🕝 🙃
Г	No New Cost to Review	Benefit Option 3	Option 3	No Request	No Reports	\$0.00	\$0.00	\$0.00	2	Select One 🔻 🙃
Е	No New Cost to Review	Benefit Option 4	Option 4	No Request	No Reports	\$0.00	\$0.00	\$0.00	2	Select One 🔻 🙃
Г	No New Cost to Review	Benefit Option 5	Option 5	No Request	No Reports	\$0.00	\$0,00	\$0.00	1	Select One 🔻 😘

Continue Cancel



Benefit Option Interim Costs Review



YOU ARE HERE

Plan Sponsor ID: 1059 Company Name: LRH Test PS Acct Application ID: 1452

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Benefit Option Name: Benefit Option 1 Benefit Option ID: Option 1 Company Name: Company 1 Benefit Option Type: Fully Insured Plan Start Date: January 1, 2006 Plan End Date: December 31, 2006 Subsidy Last Requested: No Request Date Cost Report Last Submitted: June 27, 2006 Cost Report Reviewed by: Freddy F Flannery Date Cost Report Reviewed: June 27, 2006

A new Interim Cost Report has been submitted for this Benefit Option. Please review all reported interim costs and the calculated subsidy amount. "Current" costs reflect the mostly recently submitted costs for the Benefit Option. "Old" costs reflect the submitted costs last included in a payment request. "Net" costs are calculated as the difference between "Current" and "Old" costs.

Choose "View Costs" in the Actions column to view the latest interim costs submitted by a Cost Reporter.

Choose "View Audit Trail" in the Actions column to view a history of activity related to an Interim Cost Report.

When finished reviewing, click the "Complete Review" button to allow this Benefit Option to be included in a payment request.

Benefit Option Interim Cost Report by Reporter

Cost Reporter	Vendor ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Allowable Retiree Costs	Actions
PlanSponsor	N/A	No Request	June 27, 2006	\$2,560.68	Select One 🔻 🙃

Costs and Subsidy Amount for Benefit Option

Total		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
	Current	\$0.00	\$3,000.00	\$199.32	\$140.00	\$2,660.68	\$100.00	\$2,560.68	\$716.99
	Old	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Net	\$0.00	\$3,000.00	\$199.32	\$140.00	\$2,660.68	\$100.00	\$2,560.68	\$716.99

Costs and Subsidy Amount Per Month for Benefit Option

Date		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
	Current	\$0.00	\$2,000.00	\$149.32	\$50.00	\$1,800.68	\$80.00	\$1,720.68	\$481.79
January 2006	Old								
2000	Net	\$0.00	\$2,000.00	\$149.32	\$50.00	\$1,800.68	\$80.00	\$1,720.68	\$481.79
	Current	\$0.00	\$1,000.00	\$50.00	\$90.00	\$860.00	\$20.00	\$840.00	\$235.20
February 2006	Old								
	Net	\$0.00	\$1,000.00	\$50.00	\$90.00	\$860.00	\$20.00	\$840.00	\$235.20



Benefit Option Interim Costs Review

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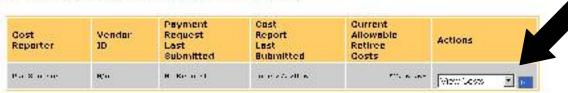
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Benefit Option Interim Cost Repart by Reporter



Costs and Subsidy Amount for Benefit Option

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	Current	40.00	40 000 00	2179 02	a140 CO	42.161.61	41:0:0	40,500,00	4710.00
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	-46	40.00	40 000 00	2179 02	2140 00	22.161.61	4100 00	40 500 00	\$710.90

Costs and Subaidy Amount Per Month for Benefit Option

llide:		t stimuted Premium	Griss Refires Crists	Chreshold Reduction	Limit Reduction	Bruss Higilde	Estimated Cost Adjustment	Allocalde Refiree Easts	Stalesidy Arronaut
	:_me-t	40.00	40 000 00	2149 02	450 00	21.000.60	410.10	4. 700 00	44077
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20110	-45	10.00	4. 000 00	450.00	470 00	3060.00	400.00	4040 00	4005.20



View cost reports as Payment Requester

Benefit Option Interim Cost Summary

Print this page

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Plan Sponsor ID: 1059 Company Name: LRH Test PS Acct Application ID: 1452

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Benefit Option Name: Benefit Option 1

Benefit Option ID: **Option 1**Company Name: **Company 1**Benefit Option Type: **Fully Insured**

Vendor and ID: N/A

Date of Last Report: **Jun 29, 2006** Last Reported By: **Freddy Flannery** Status of Last Report: **Reviewed**

Listed are the most recent interim costs reported for each month of the plan year.

Month/ Year	Estimated Premium	Gross Retiree Cost	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Cost
Totals	\$0.00	\$3,000.00	\$199.32	\$140.00	\$2,660.68	\$100.00	\$2,560.68
January 2006	\$0.00	\$2,000.00	\$149.32	\$50.00	\$1,800.68	\$80.00	\$1,720.68
February 2006	\$0.00	\$1,000.00	\$50.00	\$90.00	\$860.00	\$20.00	\$840.00
March 2006							



View cost reports as Payment Requester

Benefit Option Interim Cost Report by Reporter

Cost Reporter	Vendor ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Allowable Retiree Costs	Actions
PlanSponsor	N/A	No Request	June 27, 2006	\$2,560.68	Select One 🔻 🙃

Costs and Subsidy Amount for Benefit Option

Total		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
	Current	\$0.00	\$3,000.00	\$199.32	\$140.00	\$2,660.68	\$100.00	\$2,560.68	\$716.99
	Old	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Net	\$0.00	\$3,000.00	\$199.32	\$140.00	\$2,660.68	\$100.00	\$2,560.68	\$716.99

Costs and Subsidy Amount Per Month for Benefit Option

Date		Estimated Premium	Gross Retiree Costs	Threshold Reduction	Limit Reduction	Gross Eligible	Estimated Cost Adjustment	Allowable Retiree Costs	Subsidy Amount
	Current	\$0.00	\$2,000.00	\$149.32	\$50.00	\$1,800.68	\$80.00	\$1,720.68	\$481.79
January 2006	Old								
2000	Net	\$0.00	\$2,000.00	\$149.32	\$50.00	\$1,800.68	\$80.00	\$1,720.68	\$481.79

Other Months Go Here



Build Payment Request



YOU ARE HERE

Plan Sponsor ID: 1059 Company Name: LRH Test PS Acct Application ID: 1452

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Payment Frequency: Monthly Next Payment Request: Payment can now be requested Payment Last Processed: N/A Number of Payment Requests: 0 Date of Last Request: N/A Status of Last Request: N/A Total Requested To Date: \$0.00

To build a payment request,

- · Review the interim costs reported for each Benefit Option by selecting the Review Costs Action and clicking the "Go" button.
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- · Click the "Include in Request" checkbox to include a Benefit Option in the payment request.
- · Click the "Continue" button to proceed with the payment request.

Benefit Options

Include In Payment	Review Status	Benefit Option Name	Unique Benefit Option ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Number of Reporting Sources	Actions
	Costs Reviewed	Benefit Option 1	Option 1	No Request	June 27, 2006	\$716.99	\$0.00	\$716.99	1	Select One 💌 🙃
П	Costs Not Reviewed	Benefit Option 2	Option 2	No Request	June 28, 2006	\$702.80	\$0.00	\$702.80	1	Select One 🕝 🙃
г	No New Cost to Review	Benefit Option 3	Option 3	No Request	No Reports	\$0.00	\$0.00	\$0.00	2	Select One 🔽 🙃
Е	No New Cost to Review	Benefit Option 4	Option 4	No Request	No Reports	\$0.00	\$0.00	\$0.00	2	Select One 🔽 🙃
г	No New Cost to Review	Benefit Option 5	Option 5	No Request	No Reports	\$0.00	\$0.00	\$0.00	1	Select One Go



Build Payment Request



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Plan Sponsor ID: 1059 Company Name: LRH Test PS Acct Application ID: 1452

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Payment Frequency: Monthly Next Payment Request: Payment can now be requested Payment Last Processed: N/A Number of Payment Requests: 0 Date of Last Request: N/A Status of Last Request: N/A Total Requested To Date: \$0.00

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Benefit Options

Include In Payment Request	Review Status	Benefit Option Name	Unique Benefit Option ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Number of Reporting Sources	Actions
┍	Costs Reviewed	Benefit Option 1	Option 1	No Request	June 27, 2006	\$716,99	\$0.00	\$716.99	i	Select One 💌 🙃
П	Costs Not Reviewed	Benefit Option 2	Option 2	No Request	June 28, 2006	\$702.80	\$0.00	\$702.80	1	Select One 💌 🙃
Г	No New Cost to Review	Benefit Option 3	Option 3	No Request	No Reports	\$0.00	\$0.00	\$0.00	2	Select One ▼ 60
п	No New Cost to Review	Benefit Option 4	Option 4	No Request	No Reports	\$0.00	\$0.00	\$0.00	2	Select One 🔽 👵
	No New Cost to Review	Benefit Option 5	Option 5	No Request	No Reports	\$0.00	\$0.00	\$0.00	1	Select One ▼ Go



Payment Request Verification

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Man Sponeor 3D: 1077 Company Name: Der Taut Company Application CD: 1-70

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Benefit Options Incuded in Payment Request

Benefit Option Name	Unique Benefit Option Id		Old Subsidy Amount	Vet Bubsidy Amount	Actions
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Total Costs and Subsidy Amount

trotal		t stirnated Premium		threshold Reduction	Limit Renhaction	Bries Eligible	Estimated East Adjustment	KHUITHH	Subsidy Armount
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	04	40 20	20:00	40.00	20.00	20:00	40.00	40.00	40.00
	Het	410-02	4-07 00	210-02	20.00	4007.00	40.00	4007.00	2100 06

Costs and Subaidy Amount Per Month

Hole		Estimated Premium	Bross Refired Costs	Chreeshold Reduction	Limit Reduction	Bruss Higilde	Estimated East Adjustment	Alloevable Retiree Costs	Subsidy Amount
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2010b	04								
Zinini.	Het	409.05	471.00	409.05	40.00	471 00	40.00	2900	405.40
	Cu and	401.07	4105.00	401.07	20.00	2105 00	40.00	4.05.00	400 40
Labroury 2006	04								
Zinim.	Hat	401.07	2105.00	\$01.07	40.00	JA25 00	40.00	\$105.00	400.40
Morrish	Cu and	40-06	4101 00	40-06	20.00	4101 00	40.00	4.000	400.00
Marich 2006	04								
2111111	Hat	40-06	A101 00	40-06	40.00	A101 00	40.00	4.000	400.00
	Cu and			10					1 1
April 2006	0.4								
ZIII.III.	Het		1	0.00		1 1			6 6
440000	Cu and	405.0-	470 00	409.0-	40.00	40000	40.00	490.00	405.00
May 2006	04								
ZIII III	Het	405.04	470.00	405.04	20.00	400.00	40.00	290.00	\$05.00



Request Payment

Payment Authorization

Amount of Payment Request: \$108.36 Date of Payment Request: June 28, 2006 Print this page

Application ID: 1478 QUICK HELP

YOU ARE HERE

Plan Sponsor ID: 1079 Company Name: DW Test

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I Agree 🗀

*Security Question 1 What city were you born?

*Answer 1

*Security Question 2 What elementary school did you attend?

*Answer 2

Submit Cancel



Request Payment

Payment Request Confirmation

Print this page

Amount of Payment Request: \$108.36

Date of Payment Request: June 28, 2006

Thank you for submitting a payment request to the RDS Center. Please allow 30 days for the processing of your request. The Account Manager and Authorized Representative listed on this application will be notified via e-mail when the payment is finalized.

Benefit Options Included in Payment Request

Benefit	Unique	Current	Old	Net
Option	Benefit	Subsidy	Subsidy	Subsidy
Name	Option Id	Amount	Amount	Amount
Option 1	XYZ123	\$108.36	\$0.00	\$108.36

Continue

YOU ARE HERE

Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1478

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Build Payment Request



YOU ARE HERE

Plan Sponsor ID: 1079 Company Name: DW Test Company Application ID: 1478

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1 error was found in the input.

Please correct this error and submit the form again:

 A payment request is in progress. Payment cannot be requested until the previous payment request is processed.

Payment Frequency: Monthly

Next Payment Request: Payment In Progress

Payment Last Processed: N/A
Number of Payment Requests: 1
Date of Last Request: June 28, 2006
Status of Last Request: Payment Requested

Total Requested To Date: \$108.36

To build a payment request,

- Review the interim costs reported for each Benefit Option by selecting the Review Costs Action and clicking the "Go" button.
- Once costs are reviewed for a Benefit Option, the "Include in Request" checkbox will be become
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 last requested for the Benefit Option.
- · Click the "Include in Request" checkbox to include a Benefit Option in the payment request.
- · Click the "Continue" button to proceed with the payment request.

Benefit Options

Include In Payment Request	Review Status	Benefit Option Name	Unique Benefit Option ID	Payment Request Last Submitted	Cost Report Last Submitted	Current Subsidy Amount	Old Subsidy Amount	Net Subsidy Amount	Number of Reporting Sources	Actions
г	No New Cost to Review	Option 1	XYZ123	June 28, 2006	June 28, 2006	\$108.36	\$108.36	\$0.00	°1	Select One 🔽 👩

Continue





What next?

- E-mail is sent to notify the Plan Sponsor after a payment has been approved. The e-mail is sent to the Account Manager, and the Authorized Representative is carbon copied (cc).
- Requested payments will be processed within 30 calendar days from the date of submission of the request.
- Payment statuses: Payment Requested, Payment Processed, Payment pending due to EFT Failure, Payment Rejected due to Debarment



Thank you!